

# COMMITTEE AMENDMENT FORM

DATE: 04/26/ 05

COMMITTEE	<u>CITY UTILITIES</u>	PAGE NUM. (S)1
ORDINANCE I. D.	<u>#05-O-</u>	SECTION (S) <u>CAPTION</u>
RESOLUTION I. D.	<u>#05-R-0650</u>	PARA. <u>7</u>

AMENDS THE LEGISLATION BY DELETING CENTER NUMBER Q65J08169999 AND REPLACING IT WITH CENTER NUMBER Q38I02659999 WHEREVER IT APPEARS IN THE LEGISLATION.

AMENDMENT DONE BY COUNCIL STAFF 4/27/05

**AN AMENDED RESOLUTION BY**

**05-R-0650**

**CITY UTILITIES COMMITTEE**

A RESOLUTION AUTHORIZING THE MAYOR OR DESIGNEE TO ISSUE A NOTICE-TO- PROCEED WITH SHAW ENVIRONMENTAL, INC. / AIM PARTNER, PLC, JOINT VENTURE, FOR FC-7619-03F, ANNUAL CONTRACT FOR ARCHITECTURAL AND ENGINEERING SERVICES FOR UNIVERSITY AVENUE ADMINISTRATION CAMPUS-PHASE 1, ON BEHALF OF THE DEPARTMENT OF WATERSHED MANAGEMENT IN AN AMOUNT NOT TO EXCEED SEVEN HUNDRED SEVENTY TWO THOUSAND THREE HUNDRED SEVENTY NINE DOLLARS (\$772,379.00). ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM FUND ACCOUNT AND CENTER NUMBER: 2J27 (2001 WATER & WASTEWATER BOND FUND) 524001 (CONSULTANT/PROF. SERVICES) Q38I02659999 (McDANIEL ST SEWER SEPARATION).

**WHEREAS**, the City of Atlanta (the “City”) did enter into FC-7619-03F, Annual Contract for Architectural and Engineering Services; and

**WHEREAS**, the Commissioner of the Department of Watershed Management requires Architectural and Engineering Services for University Avenue Administration Campus-Phase I in the amount not to exceed Seven Hundred Seventy Two Thousand Three Hundred Seventy Nine Dollars (\$772,379.00); and

**WHEREAS**, the Commissioner of the Department of Watershed Management and the Chief Procurement Officer for the Department of Procurement have recommended Shaw Environmental, Inc./ AIM Partner, PLC, Joint Venture, to provide Architectural and Engineering Services for University Avenue Administration Campus-Phase I.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF ATLANTA, GEORGIA**, that the Mayor be and is hereby authorized to approve a notice-to-proceed with Shaw Environmental, Inc. / AIM Partner, PLC, Joint Venture, for FC-7619-03F, Annual Contract for Architectural and Engineering Services; in the amount not to exceed Seven Hundred Seventy Two Thousand Three Hundred Seventy Nine Dollars (\$772,379.00).

**BE IT FURTHER RESOLVED**, that the Chief Procurement Officer be and is hereby directed to prepare an appropriate agreement for execution by the Mayor to be approved by the City of Atlanta as to form.

**BE IT FURTHER RESOLVED**, that this notice-to-proceed should not become binding on the City, and the City shall incur no liability upon same until such contract has been executed by the Mayor and delivered to the contracting party.

**BE IT FINALLY RESOLVED**, that all services for said notice-to-proceed shall be charged to and paid from fund account and center number: 2J27 (2001 WATER & WASTEWATER BOND FUND) 524001 (CONSULTANT/PROF. SERVICES) Q38I02659999 (McDANIAL ST SEWER SEPARATION).

3/28/05 DOP (ADS)

**A RESOLUTION BY**

**CITY UTILITIES COMMITTEE**

**05- *R* -0650**

A RESOLUTION AUTHORIZING THE MAYOR OR DESIGNEE TO ISSUE A NOTICE-TO- PROCEED WITH SHAW ENVIRONMENTAL, INC. / AIM PARTNER, PLC, JOINT VENTURE, FOR FC-7619-03F, ANNUAL CONTRACT FOR ARCHITECTURAL AND ENGINEERING SERVICES FOR UNIVERSITY AVENUE ADMINISTRATION CAMPUS-PHASE 1, ON BEHALF OF THE DEPARTMENT OF WATERSHED MANAGEMENT IN AN AMOUNT NOT TO EXCEED SEVEN HUNDRED SEVENTY TWO THOUSAND THREE HUNDRED SEVENTY NINE DOLLARS (\$772,379.00). ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM FUND ACCOUNT AND CENTER NUMBER: 2J27 (2001 WATER & WASTEWATER BOND FUND) 524001 (CONSULTANT/PROF. SERVICES) Q65J08169999 (McDANIAL ST SEWER SEPARATION).

**WHEREAS**, the City of Atlanta (the “City”) did enter into FC-7619-03F, Annual Contract for Architectural and Engineering Services; and

**WHEREAS**, the Commissioner of the Department of Watershed Management requires Architectural and Engineering Services for University Avenue Administration Campus-Phase I in the amount not to exceed Seven Hundred Seventy Two Thousand Three Hundred Seventy Nine Dollars (\$772,379.00); and

**WHEREAS**, the Commissioner of the Department of Watershed Management and the Chief Procurement Officer for the Department of Procurement have recommended Shaw Environmental, Inc./ AIM Partner, PLC, Joint Venture, to provide Architectural and Engineering Services for University Avenue Administration Campus-Phase I.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF ATLANTA, GEORGIA**, that the Mayor be and is hereby authorized to approve a notice-to-proceed with Shaw Environmental, Inc. / AIM Partner, PLC, Joint Venture, for FC-7619-03F, Annual Contract for Architectural and Engineering Services; in the amount not to exceed Seven Hundred Seventy Two Thousand Three Hundred Seventy Nine Dollars (\$772,379.00).

**BE IT FURTHER RESOLVED**, that the Chief Procurement Officer be and is hereby directed to prepare an appropriate agreement for execution by the Mayor to be approved by the City of Atlanta as to form.

**BE IT FURTHER RESOLVED**, that this notice-to-proceed should not become binding on the City, and the City shall incur no liability upon same until such contract has been executed by the Mayor and delivered to the contracting party.

**BE IT FINALLY RESOLVED**, that all services for said notice-to-proceed shall be charged to and paid from fund account and center number: 2J27 (2001 WATER & WASTEWATER BOND FUND) 524001 (CONSULTANT/PROF. SERVICES) Q65J08169999 (McDANIAL ST SEWER SEPARATION).

3/28/05 DOP (ADS)

**DEPARTMENT OF PROCUREMENT  
LEGISLATION SUMMARY**

**TO: CITY UTILITIES COMMITTEE**

**A RESOLUTION BY**

**CITY UTILITIES COMMITTEE**

A RESOLUTION AUTHORIZING THE MAYOR OR DESIGNEE TO ISSUE A NOTICE-TO- PROCEED WITH SHAW ENVIRONMENTAL, INC. / AIM PARTNER, PLC, JOINT VENTURE, FOR FC-7619-03F, ANNUAL CONTRACT FOR ARCHITECTURAL AND ENGINEERING SERVICES FOR UNIVERSITY AVENUE ADMINISTRATION CAMPUS-PHASE 1, ON BEHALF OF THE DEPARTMENT OF WATERSHED MANAGEMENT IN AN AMOUNT NOT TO EXCEED SEVEN HUNDRED SEVENTY TWO THOUSAND THREE HUNDRED SEVENTY NINE DOLLARS (\$772,379.00). ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM FUND ACCOUNT AND CENTER NUMBER: 2J27 (2001 WATER & WASTEWATER BOND FUND) 524001 (CONSULTANT/PROF. SERVICES) Q65J08169999 (McDANIAL ST SEWER SEPARATION).

**REQUESTING**

**DEPARTMENT:** Department of Watershed Management

**CONTRACT TYPE:** Professional Services

**AWARDEES:**

- (1) CH2M Hill/Williams-Russell and Johnson
- (2) Atlanta Services Group
- (3) JP2 (Jacobs, Prad, PBS&J)
- (4) Shaw/ Aim, Joint Venture
- (5) Metcalf & Eddy/Cardozo Engineering, Joint Venture
- (6) Arcadis/Brindley Pieters & Associates, Joint Venture

**SOURCE**

**SELECTION:** RFP

**PROPOSALS DUE:** January 7, 2004

**INVITATIONS MAILED:** 146

**PROPOSALS**

**RECEIVED:** 12

**PROPONENTS:**

- Arcadis/BPA-(Brindley Pieters & Associates) – Joint Venture
- Atlanta Architects & Engineers, Joint Venture
- Atlanta Services Group, a Joint Venture

Infrastructure Partners-Joint Venture (B & E Jackson/HDR/Malcom Pirnie)  
Brown and Caldwell/Deloan Hampton & Associates/Long Engineering Inc. - Joint Venture

CH2M Hill/Williams-Russell and Johnson – Joint Venture

Earthtech/IMCo Joint Venture

HTL - Harrington, Tetra Tech & Lowe-Joint Venture

JP<sup>2</sup> (Jacobs, Prad, PBS&J) – Joint Venture

Metcalf & Eddy/Cardozo Engineering-Joint Venture

Parsons Brinckerhoff & Khafra-Joint Venture

Shaw Environmental Inc. /AIM Partners, PLC- JV

**BACKGROUND:**

THE SCOPE OF WORK CONSISTS OF PROVIDING TITLE WORK, CLEARING TITLES WHERE NECESSARY, FACILITATING PROPERTY APPRAISALS, AND THE ACQUISITION OF LAND, INCLUDING PERMANENT AND TEMPORARY EASEMENTS FOR ACCESS AND CONSTRUCTION, AS WELL CONDEMNATION ASSISTANCE WHERE NECESSARY.

**EVALUATION TEAM  
COMPOSITION:**

DPRCA, DWM, DPW, DPCD, OGA, OCC and Risk Management

**PROJECT  
PARTICIPATION:**

<u>Shaw Environmental &amp; Infrastructure, Inc./AIM Partners, PLC a JV (15 pts.)</u>		
AIM Partners	AABE	20%
Benchmark Management, LLC	AABE	5%
Cheeks/Hornbein Architects	AABE	5%
The Mosby Law Group	AABE	2%
Precision Engineering & Surveying	AABE	2%
Neil Engineering, Inc.	FBE	10%
Environmental Resource Services, Inc.	FBE	4%
<b>Participation Total</b>		<b>48%</b>




SHIRLEY FRANKLIN  
MAYOR

**CITY OF ATLANTA**  
55 TRINITY AVENUE., SW, SUITE 5400, SOUTH BLDG.  
ATLANTA, GEORGIA 30303-0324  
OFFICE (404) 330-6081  
FAX (404) 658-7194

DEPARTMENT OF  
WATERSHED MANAGEMENT  
**ROBERT J. HUNTER**  
Commissioner

March 25, 2005

**TO:** Adam L. Smith, Chief Procurement Officer  
Department of Procurement

**FROM:**  Robert J. Hunter, Commissioner  
Department of Watershed Management

**RE:** **LEGISLATIVE REQUEST**  
**TASK ORDER Under FC-7619-03F**  
**University Avenue Administration Campus – Phase I**  
***Contractor: Shaw Environmental, Inc. and AIM Partners, PLC, JV***

Please prepare the appropriate legislation (Cycle 8) for the above reference services. We anticipate services in an amount not to exceed \$772,379.00. Please find attached the scope of services and Requisition No. Q38I5020. The costs shall be charged to Fund, Account and Center No. 2J27-524001-Q38I02659999.

If you have any questions concerning this matter, please feel free to contact Sabrina D. Watts, Watershed Manager, at (404) 330-6955 or George Barnes, Deputy Commissioner, at (404) 330-6708.

Your assistance in this matter is requested and appreciated.

/gjc

c: Sheila Pierce, DWM  
Benjamin Kuku, DWM  
George Barnes, DWM  
Sabrina D. Watts, DWM  
Cathy Martin, DOP  
Paul Kwaw, DF  
Maisha Land, DWM  
Gwendolyn J. Carswell, DWM  
File

CITY OF ATLANTA  
DEPT. OF WATERSHED MANAGEMENT  
MAR 25 11 41 AM

**City of Atlanta  
Department of Watershed Management  
University Avenue Administration Campus**

**Basis of Estimate**

**033.001      Phase I – Acquisition/Site Assessment**

**001.010   Acquisition**

As a member of the Shaw/AIM team, the Mosby Law Group will provide a number of right-of-way and land acquisition services. The services will include title work, clearing titles where necessary, facilitating property appraisals, and the acquisition of land, including permanent and temporary easements for access and construction, as well as condemnation assistance where necessary. In addition, where required, the Mosby Law Group will provide assessment of any environmental or regulatory needs at the State, County, or City Government level. The Mosby Law Group will also, where necessary, assist the City with any condemnation proceedings and litigation. We will also, where necessary and as required by the City, provide permitting assistance and assessment of regulatory compliance.

**001.020   Environmental Site Assessment (ESA)**

For the ESA, a Phase I and minimal level of Phase II will be required due to the reported presence of a release from an underground storage tank in the state database. For the purpose of scoping, it is assumed this is the only release at the property.

**020.010   ESA – Phase I**

**Develop Work Plan**

Prepare Work Plan including critical path, product delivery and schedule.

**Records Search and Regulatory Coordination**

Obtain existing documentation on the site, which will aid in identifying previously recognized environmental conditions. Review must include aerial photographs, site geology, state and federal data base searches, regulatory agency files to determine current condition and enforcement actions, and review of regulatory lists from state and federal agencies to

identify reported releases of hazardous substances, leaking underground storage tanks and generators of hazardous waste.

#### Adjoining Property Documentation

Review surrounding area maps, historical surveys and database information. The review must include local and state documentation such as building and fire inspections, property tax maps, recorded land titles, past usages, and adjoining property.

#### Site Reconnaissance

Site visits by a field investigation team to verify any existing environmental site assessments or characterizations, documentation, and identify recognizable environmental conditions on the property.

#### Interviews

Talking to property owners, occupants, and local government officials to identify environmental conditions. Review operating plans, hazardous materials or prior waste handling practices.

#### ESA Phase 1 Report

Findings, conclusions and recommendations from the results of records review, site reconnaissance, and interviews into the deliverable. This will include a meeting to discuss final recommendations.

#### 020.020 ESA – Phase II

##### Develop Work Plan

Prepare Work Plan including critical path, product delivery and schedule.

##### Gain Site Access

Draft letter(s) and coordinate with attorney to gain permission for site sampling. This parcel will require notification and permission from three owner/operators.



## Sampling Plan

A sampling plan will be designed to provide collection of potential contaminants in environmental media at locations and depths where the highest concentrations are likely to occur. A small number of sampling points (approximately 10) to define the extent of contamination will be identified in this plan. Any necessary geotechnical information will be requested and obtained from City of Atlanta's geotechnical contractor.

## Additional Site Visits

Additional site visits will be made to verify locations for soil borings and water sampling, confirm on site conditions.

## Field Investigation

Field screening and field analytical methods will be utilized for characterizing physical attributes of the site and assessment of the presence and distribution of contaminants at specified sampling locations. A one day on-site investigation will be conducted to obtain above information using temporary wells and/or direct push technology to obtain samples. Environmental media sampling and laboratory analysis will be conducted to determine the presence of the contaminants. Sample handling will be verified based on sample collection, containerization, filtration and preservation. A completed chain of custody record will accompany samples for lab analysis and will be included in the final assessment.

## Evaluation of Data

QA/QC of samples will be verified. Evaluation includes verification of assumptions and data obtained from sampling.

## Interpretation of Data

Sampling results will be reviewed against federal and state criteria to form the basis for limitation of liability from baseline site conditions. Results of the sampling and testing will be interpreted to determine significance of the data.

## Brownfields Compliance Status Report

Includes descriptive narrative of property, environmental sampling data, and analysis of risk to obtain certification letter from GA EPD Brownfields program for limitation of liability. Certification is obtained by the City as prospective purchaser prior to acquisition. This facilitates redevelopment and any response if necessary from contamination previously reported under the innocent landowner provision. An application fee to the GA EPD is required and included in materials.

## ESA Phase 2 Report

Findings, conclusions and recommendations from the results of evaluation, interpretation and laboratory analysis will be summarized into the report deliverable. Final report will include recommendations.

### 001.025 Site Inventory

#### 025.040 Landscape Architecture

##### Site Analysis

We will walk and observe the site to become familiar with existing site conditions and factors that will influence the site design, layout and special features. We will analyze the following existing elements utilizing the existing as-built survey, as provided by the others:

1. Site access from I-75 and University Avenue including location of traffic light(s).
2. Internal site vehicular, service, and pedestrian circulation systems.
3. Site zoning and applicable City of Atlanta Zoning Ordinance regulations.
4. Adjacent land uses and zoning.
5. Adjacent roadway geometry, and site topography and slopes.
6. Possible future connectivity to the proposed belt-line/c-loop.
7. Site drainage structures.
8. Sanitary sewer layout.
9. Views and vistas including definition of site boundaries.

10. Sun orientation and aspect.
11. Vegetation condition and location including limits of kudzu.
12. Site lighting fixture type, locations and quality/amount of light emitted.
13. Electric power line and underground utilities.

We will coordinate this analysis with the findings of the team's consultants such as the acquisition and environmental site assessment, and the city's annual contract geotechnical consultant.

#### Site Inventory

We will provide our site analysis findings in both a written and graphic format. Brief field reports will be issued within three working days of our site visits. The graphic site analysis will be presented on illustrative rendered boards.

#### 025.050 Architectural

While the site assessment process is underway, Cheeks/Hornbein – Architects (C/H), as project manager, will coordinate efforts within the Shaw-AIM Joint Venture and the Department of Watershed Management to organize the internal design standards, schedules, cost estimate milestones, review calendars, etc. so all team members will produce uniform documents and be aware of the internal management systems. Document templates and standards will be distributed as hard copy for DWM and consultant review. Comments will be addressed and incorporated. Revised electronic files will be distributed using Primavera Expedition.

Based on first-hand site observations, data collected by design team members during site assessment, meetings with the DWM, and the design team, C/H will develop a set of broad design options and restraints to be considered in developing guiding design principles on which the master plan and building designs will later be developed.

A report and graphic representations of the finding will be distributed to the DWM and design team.

#### 025.060 Surveying

Registered land surveyors will perform the boundary survey for the property description and plat required for this property acquisition.

Topographic survey will be performed for development of site features and contour lines.

All utilities, both underground and aboveground, will be accurately located by the surveyors.

Existing structures, buildings and roadways will be located and plotted by the surveyor.

#### 025.070 Geotechnical

It is understood that DWM will contract directly for the geotechnical site investigation including borings, lab tests and geotechnical report, foundation analysis and recommendations.

Shaw-AIM will develop geotechnical scope and requirements including:

- Site plan with boring locations.
- Scope requirements for drilling, sampling, and testing.
- Reports and recommendation requirements and standards.

Shaw-AIM will incorporate geotechnical results into site and structural design.

Note: Costs for geotechnical site investigation, including borings, lab tests, and geotechnical reports, are not included in this proposal.

#### 001.030 Phase I: LEED Program Development

##### LEED (Leadership in Energy & Environmental Design)

ERS will manage the LEED certification process, which includes project registration, planning, initial documentation, and working with a LEED commissioning agent. It is recommended that LEED certification be sought on the main office building initially, and consider expanding the certification to other site features later in the project. This will reduce the initial costs and deliver a quicker win for the city on LEED.

##### Develop Work Plan

Work with the client to prepare Work Plan including critical path, product delivery, and schedule.

## Site Reconnaissance

Site visit by team to assess existing location for possible LEED concerns and opportunities.

## Preliminary Research

Gather information and materials on site, provide alternative for design product, and potential LEED points.

## 030.010 Landscape Architecture

### Team Coordination

We will work with the team's LEED accredited professionals and commissioning agents to identify potential site credits. We will discuss ways to achieve these credits through the design of the site in order to gain a silver or gold LEED certification. We will also discuss the procedure of documenting credits throughout the design process. This procedure and notes from the LEED Program Development meetings will be issued in the form of a memo of understanding. This process will circumvent an over expenditure of time at the end of construction documents so as submission to the US Green Building Council can occur quickly.

## 030.020 Architectural

Working with the team's LEED accredited professionals, commissioning agents, engineers and landscape architects, C/H will identify potential credits that the team can work toward achieving. We will discuss ways to achieve these credits through the site and building design with the goal of gaining gold LEED certification. We will establish the procedure of documenting credits throughout the design process. We will establish the monitoring procedures to guarantee that the LEED points are being achieved.

A report of potential LEED points and requirements will be issued to the DWM and design team.

## 030.030 Mechanical

Louah Design Group, Inc. (LDG) will review the program scope and visit the site. Based on our site survey, LDG will provide C/H (Architect) with Site Assessments and recommendations as it relates

to utilities (plumbing and fire protection) tie-ins, various buildings' locations and building orientations for energy conservation and LEED certification issues

### **033.002 Phase II – Program Verification**

#### **002.010 Civil**

Civil Engineers will participate with the Design Team in obtaining and reviewing information that will be incorporated into the site design. This will include:

- Preliminary Site Plan
- Vehicular Access and Traffic Considerations.
- Vehicular flow on site.
- Parking requirements.
- Site elevations and features compatibility.

#### **002.020 Landscape Architecture**

##### **Program Review**

We will meet with the architect and when necessary the owner to discuss the various functions, which will occur at the site and user groups whom will utilize these facilities. The owner's budget will be discussed prior to commencing the design phases. Notes from the program review meetings will be issued in the form of a memo of understanding. Throughout the design process, we will review the city's program to ensure the facilities' cohesiveness with its surroundings.

#### **002.030 Architecture**

#### **002.040 Structural**

#### **002.050 Mechanical**

#### **002.060 Electrical**

C/H will conduct a series of meetings with DWM commissioners, department and bureau heads, and personnel identified by the DWM to verify the program information we now have and to identify new needs that will be part of the City's program.

Based on the meetings and interviews, C/H will design and distribute questionnaires to the DWM that will address detailed program needs on the level of every individual that will be moving into the facility. This

data will be used in all aspects of later design development including functional interrelationships on all levels, from how individuals need to relate, to how the City's residents will relate to the site and buildings. The data will also provide information used to develop equipment schedules, specifications for lighting needs, data needs, furniture selection, finishes, materials, etc.

The data will be tabulated and represented graphically so the DWM personnel who participated in the data gathering can evaluate the results for accuracy and verify that the conclusions reached by the design team fulfill DWM needs.

C/H and key members of the design team will meet with the DWM's project team to develop ideas for the character of the building and the site. The impact of the budget and schedule will be considered. The impact of achieving LEED gold certification will be considered. The findings from site evaluation will be considered. Community access to the site, not only as it relates to the DWM as customers, but as it can utilize the site and buildings as a community resource, will be considered.

From this entire process guiding design principals will be agreed upon from which the design will be based.

#### 002.070 Plumbing

LDG will help C/H (Architect) with the preparation of the program development encompassing the mechanical and plumbing disciplines. Program review of the office building, warehouse, maintenance building, fueling stations and the truck wash bay(s). LDG, C/H and key members of the design team will meet with the DWM's project team to develop ideas for the character of the building and the site. The impact of achieving LEED gold certification will be considered.

#### 002.080 LEED Project Registration

Project registration is the first step towards earning LEED certification for the project. Documentation must be gathered and filed on Project Team, Project Information, Program Data, and LEED Checklist. After registration the US Green Building Council (USGBC) gives the project necessary documentation materials. A USGBC Registration Fee, based on square footage, is listed at \$3,750, based on a building of more than 300,000 square feet.

## Project Setup

Guide the project team through LEED basics, determine client LEED targets from checklist, provided opportunities for cost reduction, answer questions, and do necessary research.

## Develop Design Intent

The Shaw/AIM JV Team along with the LEED Commissioning Agent will develop the design intent

### **033.003 Phase III – Schematic Design**

#### **003.010 Civil**

Site considerations and costs of site development will be determined and evaluated during the schematic design phase. Locations of various buildings and components of the project will be incorporated into the site design during this very early stage of the project development.

Geometry and alignment of the entrance roads and considerations of how vehicles will flow on site will be critical to the long-term success of the project.

Well thought-out locations of operations and maintenance vehicles and material yards and how those facilities relate to the administration offices will be fully evaluated relative to site topography and access to University Avenue.

Potential for a passenger station for a future rail transit operation on the existing Western & Atlantic freight railroad will be located and evaluated for transit / pedestrian access to the buildings and facilities.

#### **003.020 Landscape Architecture**

##### **Research:**

After our site assessment, LEED program development and program verification, we will research projects of similar magnitude. Drinking water and wastewater administrative facility sites lend themselves to creative design approaches. They can become statements for those who work in these facilities and the community. Providing an aesthetic



environment for those to view from their offices or to take breaks in has been documented to increase one's productivity.

Landscape Architecture magazine and WaterShapes magazine frequently exhibits these type of built projects.

Another important aspect of the design of public facilities is security. Information from the American Society of Landscape Architects Security Design Abstracts, *Safe Spaces: Designing for Security and Civic Values* will be summarized as it pertains to this project. This research will be compiled in either a graphic or written format depending on which will convey the information best. This research can be utilized as an education tool to teach those of the site's potential.

#### Schematic Design Concepts:

The site design concepts will be based on Phase I and II, and the research mentioned above. The design focus will be creating a sense of place while meeting the city's budget. The amenities offered in the facility complex area will be two-fold. The active spaces will offer the users and community a social gathering space for all ages and physical abilities. These active spaces will link directly to certain building functions such as the cafeteria, auditorium, library and conference rooms. The inactive spaces will be those to be viewed, but not directly to inhabit such as along University Avenue. The concepts will incorporate the architect's building roof plans, programmed square footages and civil engineer's vehicular standards. The concepts will locate elements such as:

1. Buildings showing the location and orientation on the site. Concepts showing the relationships between buildings and site functions and vehicular and pedestrian circulation.
2. Hardscape including sidewalks connecting function areas, accent paving highlighting focal areas, heavy duty pavement identifying service areas and ramps meeting ADA standards.
3. Industrial uses locating amenities such as the pipe yard, vehicular/equipment washing facility and maintenance structures and associated vehicular and pedestrian circulation
4. Signage defining vehicular and service entrances, and announcing pedestrian entrances.
5. Site furnishing providing amenities such as benches, litter receptacles, bicycle racks and lighting. Plant

materials, with an eye towards enlivening the greenspace character while considering safety and low maintenance.

7. Special elements such as water features creating a cutting edge identity for this site.
8. Grading plans delineating spot elevations. The spots will be located with the goal of minimizing storm water runoff and minimizing the need for a site storm water detention system. The plans will specify turf or decorative drainage inlets, as necessary. The grading plans might also display berms to control views and swales to divert water. Grading plans will be coordinated with the civil engineer to prevent redundancy in design.
9. Planting plans locating trees, shrubs, groundcover, annuals and turf. The specified trees will meet the calculations and species recommended in the City of Atlanta Code of Ordinance, Chapter 158 Vegetation. The plant schedule will list quantity, botanical and common name, size, container type, spacing and special remarks such as form. The plant sizes will be specified according to the American Standards for Nursery Stock by the American Association of Nurserymen, Inc. Hard goods for the planting areas, such as mulch, soil saver, fertilizer, bed edging, and weed control and slope stabilization fabric will be specified.

Two to three concepts will be presented recognizing the site lends itself easily to several site layouts. The intention of presenting several concepts is to enable the owner to become part of the design process. The owner will likely pick and chose different aspects from each concept to incorporate into one concept.

The concepts will utilize LEED technologies to show stewardship toward the environment and best management practices.

#### Public Outreach

We will create a rendered site plan. It will show the site layout and special features. This rendered site plan will go hand in hand with the team architect's illustrative renderings. The renderings will be the tool for communicating the design intention to the neighborhood planning unit, the city commissioner for this district and others identified by the owner. We will accompany the team's public involvement consultant to one hearing to assist in conveying the design intentions.

#### Estimate of Probable Costs:

We will assist the team's cost estimator with square footage calculations and unit counts to derive at an estimate of probable cost.

#### Review and Revisions:

We will review the concepts with the owner and incorporate the owner's preferred design aspects from each concept into one concept.

### 003.030 Architecture

The schematic design is the first step in the process of giving form to the agreed upon guiding design principles. Drawings will be developed from the research and conclusions drawn from Phases I and II above. In addition, the design team will research other drinking water and wastewater administrative facility sites for ideas that can meet our program and be incorporated in the schematic design. The drawings will show, in an abstract form, the functional relationships of the design elements from a micro to a macro level; from office layouts to the relationship of the City's infrastructure to the site. As soon as the general location of the structures is identified, a plan will be issued indicating location for soil bearing test holes.

In addition to showing functional relationships, the schematic drawings will illustrate how building masses relate to each other and the neighboring community and how spaces are defined and relate. The impact of the natural and man-made environment will be shown. Ways to mitigate noise pollution will be illustrated. Ways to take advantage of sunlight will be shown. Ways to incorporate geothermal and passive solar heat will be explored. Existing and planned public transportation links to the site will be shown graphically. Methods of retaining rainwater on the site will be shown.

In short, every major aspect of the site and buildings will be illustrated. Discussion of various design options, including LEED design considerations, with the resulting impact on budget, schedule, function, aesthetics, and the environment will be illustrated in a manner that allows for an interactive design development process.

The architects will prepare drawings and renderings to illustrate how the site and buildings will look. A board with site photographs of existing conditions will also be prepared. These boards will facilitate discussions during the hearing and comments from the public and

users will be noted and incorporated into the design development drawings as the drawings are refined.

When design conclusions have been reached, the design team will develop a new set of schematic design drawings illustrating what was agreed upon. A budget and construction schedule based on this stage of the design will be presented. This set of drawings can be further modified until the concepts are refined to the point where the next design phase can begin.

#### 003.040 Structural

The schematic design is the first step in the process of giving form to the agreed upon guiding design principles. Drawings for foundations will be developed from preliminary soil reports and users requirements. Review the structural system requirements of users with architect and prepare detail of structural system schemes, if required, with architect for approval.

Every major aspect of the structural system of the buildings will be illustrated. Discussion of various design options with the resulting impact on budget, schedule, function, and the environment will be illustrated in a manner that allows for an interactive design development process.

When design conclusions have been reached, Neil Engineering, Inc. (NEI) will develop a new set of schematic design drawings illustrating what was agreed upon. A budget and construction schedule based on this stage of the design will be presented. This set of drawings can be further modified until the concepts are refined to the point where the next design phase can begin.

#### 003.050 Mechanical

#### 003.060 Electrical

##### Design Narrative:

Briefly describe the systems required for each facility, design criteria for power distribution, lighting, voice, data and video, fire detection and alarm, and paging. Show lighting levels required for various occupancies and type of light fixtures. Show the calculations for electrical load demand for each facility.

### Schematic drawings:

Single line diagram for power distribution system.

Power Plans: Show equipment room sizes for installing service equipment for power and communication equipment. Show required closet space for conduit risers.

Lighting plans: show type and number of light fixtures in each occupancy and corresponding lighting levels

Communication plans: Show voice, data and video outlets, fire alarm detection and alarm devices, and paging system speakers, etc.

Electrical Site Plan: Show utility sources for power and communications, location for service transformer for each facility. Show site and roadway lighting types and locations.

Submit outline specifications.

### Assumptions

1. No building electronic security system is included.
2. Lighting compliance requirements per energy code will be prepared for certification.
3. Fiber Optic cable design is not included.
4. Telephone system design is limited to providing conduit system in walls and turnouts only. It is assumed that the telephone company will provide the telephone wiring.
5. Data outlets are included in the design. Cabling not included.

### 003.070 Plumbing

LDG will review Architect's drawings and the final program scope. LDG will provide preliminary drawings that are based on the program scope and the approved mechanical recommendations and prepare Schematic Design documents. These drawings will be made available to C/H to include in preliminary drawing submittal for the City review. The HVAC system alternates for each building will be recommended for the project.

### Review and Revisions

It is assumed that the DWM will review the Schematic Design documents. LDG will review the design with C/H to make Mechanical (HVAC, Fire Protection and Plumbing) adjustments according to the written comments prior to proceeding to the next phase. The impact of achieving LEED gold certification will be considered

## 003.080 LEED

### LEED Coordination

Continue to guide the project team through LEED basics, answer questions, do research, provide innovative ideas for products and potential LEED Points, and ideas to offset initial LEED cost.

### Schematic Design Review

The Shaw-AIM JV Team along with the LEED Commissioning Agent will review the schematic design for quality assurance and quality control. This review will identify and integrate commissioning concepts for the rough site layout.

### Schematic Design Meetings

These two meetings are to ensure that the proposed design complies with LEED. It will provide guidance for the necessary documentation and identify potential credits. These two (2) meetings with the LEED Commissioning Agent will include a follow-up for the schematic team meetings.

## 003.095 Cost Estimate

A plus or minus 10% construction cost estimate will be provided.

## 003.100 Public Participation and Outreach

ERS will provide assistance in public participation and outreach to the Department of Watershed Management Public Information Office (PIO). This includes pre-meeting coordination with the COA PIO and Council, NPU notification, meeting materials, and fact sheet follow up to respond to comments. Cost assumes three (3) public meetings with locations and facilitation to be provided by the city.

### Pre-meeting Preparation

Three (3) public meetings will be planned and coordinated in collaboration with City of Atlanta Watershed Management Department PIO.

### Public Meeting Presentation

This portion of the estimate is for PIO support on presentation of key information for the three public meetings.

## Response to Public Comment

Design and implement communication campaign including follow-up to questions and fact sheets for the public meetings.

### 033.100 Controls/Coordination/Admin

#### 100.020 Meeting/Reports/Controls/Admin

- A. Shaw-AIM will coordinate and administer all aspects of the project to final completion, including management/use of Primavera Expedition.
- B. Contracts with all subconsultants will be administered.
- C. Insurance required from subconsultants will be verified, met, and reported.
- D. MBE/FBE business participation goals will be verified, met, and reported.
- E. The project schedule will be updated as required.
- F. The budget will be updated. The design will be modified to fall within budget units as necessary.
- G. All project documentation to include, but not be limited to, meeting minutes, correspondence, reports, and contract-required reports will be prepared and put into Primavera Expedition.
- H. Preparation of project status reports and meeting minutes.

## **ESTIMATE SUMMARY**



# LEVEL SAMPLE REPORT 1

Powered By  
**SuccessEstimator**

SOFTWARE VERSION: 6.01.00.15  
DATE OF ESTIMATE: 01March2005  
PRINTING DATE: 01March2005

ESTIMATOR: DLM  
A/E NAME: Shaw-AIM, JV  
PROJECT NAME: University Avenue

LEVEL DESCRIPTION	HOURS	LABOR	MATERIAL	EQUIPMENT	OTHERS	TOTAL
UNIVERSITY AVENUE DWM OFFICES	7,448.00	731,244.22	41,134.80	0.00	0.00	772,379.02
UNIVERSITY AVENUE COMPLEX	7,448.00	731,244.22	41,134.80	0.00	0.00	772,379.02
PHASE I - ACQUISITION/ASSESSMENT	2,269.00	222,172.69	12,075.00	0.00	0.00	234,247.69
ACQUISITION	424.00	33,539.96	0.00	0.00	0.00	33,539.96
ENV. SITE ASSESSMENT	379.00	53,230.34	12,075.00	0.00	0.00	65,305.34
ESA - PHASE I	78.00	11,760.12	525.00	0.00	0.00	12,285.12
ESA - PHASE II	301.00	41,470.22	11,550.00	0.00	0.00	53,020.22
SITE INVENTORY	1,157.00	98,601.21	0.00	0.00	0.00	98,601.21
LANDSCAPE ARCHITECTURAL	95.00	9,436.05	0.00	0.00	0.00	9,436.05
ARCHITECTURAL	170.00	17,499.28	0.00	0.00	0.00	17,499.28
SURVEY	852.00	67,794.04	0.00	0.00	0.00	67,794.04
GEOTECH	40.00	3,871.84	0.00	0.00	0.00	3,871.84
LEED PROGRAM DEVELOPMENT	309.00	36,801.18	0.00	0.00	0.00	36,801.18
LANDSCAPE ARCHITECTURAL	59.00	5,903.94	0.00	0.00	0.00	5,903.94
ARCHITECTURAL	94.00	9,854.04	0.00	0.00	0.00	9,854.04
MECHANICAL	40.00	4,924.40	0.00	0.00	0.00	4,924.40
PHASE II - PROG. VERIFICATION	1,059.00	124,636.58	12,744.90	0.00	0.00	137,381.48
CIVIL	264.00	26,039.40	0.00	0.00	0.00	26,039.40
LANDSCAPE ARCHITECTURAL	73.00	7,272.18	0.00	0.00	0.00	7,272.18
ARCHITECTURE	360.00	44,341.60	0.00	0.00	0.00	44,341.60
STRUCTURAL	88.00	9,858.04	0.00	0.00	0.00	9,858.04
MECHANICAL	16.00	1,969.76	0.00	0.00	0.00	1,969.76
ELECTRICAL	22.00	2,578.64	0.00	0.00	0.00	2,578.64
PLUMBING	14.00	1,723.54	0.00	0.00	0.00	1,723.54
LEED	222.00	30,853.42	12,744.90	0.00	0.00	43,598.32
PHASE III - SCHEMATIC DESIGN	4,120.00	384,434.95	16,314.90	0.00	0.00	400,749.85
CIVIL	306.00	30,055.32	0.00	0.00	0.00	30,055.32
LANDSCAPE ARCHITECTURAL	727.00	71,827.86	0.00	0.00	0.00	71,827.86
ARCHITECTURE	640.00	56,842.80	0.00	0.00	0.00	56,842.80
STRUCTURAL	726.00	58,148.63	0.00	0.00	0.00	58,148.63
MECHANICAL	320.00	30,563.99	0.00	0.00	0.00	30,563.99
ELECTRICAL	396.00	31,245.78	0.00	0.00	0.00	31,245.78
PLUMBING	79.00	7,614.97	0.00	0.00	0.00	7,614.97
LEED	228.00	27,628.44	8,754.90	0.00	0.00	36,383.34
QA/QC	0.00	0.00	0.00	0.00	0.00	0.00
COST ESTIMATE	80.00	7,666.40	0.00	0.00	0.00	7,666.40
PUBLIC RELATIONS	235.00	29,556.74	0.00	0.00	0.00	29,556.74
REPROGRAPHICS	0.00	0.00	7,560.00	0.00	0.00	7,560.00

SOFTWARE VERSION: 6.01.00.15  
DATE OF ESTIMATE: 01March2005  
PRINTING DATE: 01March2005

ESTIMATOR: DLM  
A/E NAME: Shaw-AIM, JV  
PROJECT NAME: University Avenue

LEVEL DESCRIPTION	HOURS	LABOR	MATERIAL	EQUIPMENT	OTHERS	TOTAL
CONTROLS/COORD/AD	383.00	33,284.02	0.00	0.00	0.00	33,284.02

TRANSMITTAL FORM FOR LEGISLATION

TO: MAYOR'S OFFICE

ATTN: GREG PRIDGEON

Chief Procurement Officer Signature: Adam L. Smith  
Adam L. Smith

Originating Department: Department of Watershed  
Management

Contact Person: Anthony Stanley x 6384

Committee(s) of Purview: City Utilities  
Committee

Council Deadline: April 11, 2005

Committee Meeting Dates(s): April 26, 2005  
April 27, 2005

Full Council Date: May 2, 2005

**CAPTION**

A RESOLUTION AUTHORIZING THE MAYOR OR DESIGNEE TO ISSUE A NOTICE-TO-PROCEED WITH SHAW ENVIRONMENTAL, INC. / AIM PARTNER, PLC, JOINT VENTURE, FOR FC-7619-03F, ANNUAL CONTRACT FOR ARCHITECTURAL AND ENGINEERING SERVICES FOR UNIVERSITY AVENUE ADMINISTRATION CAMPUS-PHASE 1, ON BEHALF OF THE DEPARTMENT OF WATERSHED MANAGEMENT IN AN AMOUNT NOT TO EXCEED SEVEN HUNDRED SEVENTY TWO THOUSAND THREE HUNDRED SEVENTY NINE DOLLARS (\$772,379.00). ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM FUND ACCOUNT AND CENTER NUMBER: 2J27 (2001 WATER & WASTEWATER BOND FUND) 524001 (CONSULTANT/PROF. SERVICES) Q65J08169999 (McDANIAL ST SEWER SEPARATION).

**BACKGROUND**

THE SCOPE OF WORK CONSISTS OF PROVIDING TITLE WORK, CLEARING TITLES WHERE NECESSARY, FACILITATING PROPERTY APPRAISALS, AND THE ACQUISITION OF LAND, INCLUDING PERMANENT AND TEMPORARY EASEMENTS FOR ACCESS AND CONSTRUCTION, AS WELL CONDEMNATION ASSISTANCE WHERE NECESSARY.

**FINANCIAL IMPACT (if any) \$ 772,379.00**

***Mayor's Staff Only***

+++++  
Received by Mayor's Office: CMeans 4/11/05 Reviewed by: \_\_\_\_\_  
(date) (initials) (date)  
Submitted to Council: \_\_\_\_\_  
(date)  
Action by Committee: \_\_\_\_\_ Approved \_\_\_\_\_ Adversed \_\_\_\_\_ Held \_\_\_\_\_ Amended  
\_\_\_\_\_ Substitute \_\_\_\_\_ Referred \_\_\_\_\_ Other \_\_\_\_\_